

District Accreditation Plan

Step-by-Step Instructions

Step One:

Determine what your attendance centers are listed as...

- ★ K-6 / 7-8 / 9-12
- ★ K-5 / 6-8 / 9-12
- ★ K-6 / 7-12

Step Two:

Determine if any of the attendance centers already complete an Approved School Improvement Model...

- ★ Title I Schoolwide Plan
- ★ NCLB School Improvement Plan
- ★ NCA
- ★ High Schools that Work
- ★ Making Middle Grades Work
- ★ Baldrige Criteria
- ★ Effective Schools Improvement Process
- ★ National Lutheran School Accreditation (NLSA)
- ★ Association of Christian Schools International (ACSI)
- ★ Wisconsin Evangelical Lutheran Synod School Accreditation (WELSSA)
- ★ Commission on International and Trans-Regional Accreditation (CITA)

Attendance centers **with** an Approved School Improvement Model in place will host a Regulatory Items Check only, but discussions about progress of School Improvement Plan may take place. To prepare for this onsite visit, go to **Step Four**.

Attendance centers **without** an Approved School Improvement Model will need to have a copy of an Accreditation Plan for Jennifer. She will review and discuss your plan with you. To prepare for this, complete **Step Three** and **Step Four**.

Step Three:

Create an improvement plan for accreditation using the School Improvement Plan Checklist.

Step Four:

Plan for the onsite visit. Communication between you and Jennifer prior to the onsite visit should enable the visit to go smoothly. You may want to email Jennifer with the following information:

Name of attendance center:	Location (where she will work at that attendance center)	Time of visit	Contact person at that attendance center

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Some final considerations:

- Complete the Onsite Review Regulatory Checklist.
- Designate a location for Jennifer to work so that she has easy access to files and is able to plug in her computer.
- Have a current roster of staff and students available.
- Have someone available to help pull files to facilitate and speed the process.